

Summary Minutes
Risk Management Trust Fund
Wednesday, April 20, 2016 - 8:30 AM
City Hall - Council Chambers, Room B3
5850 W. Glendale Avenue
Glendale, AZ 85301

Members Present

Gary Deardorff, Chairman
Tom Duensing, Trustee
Ray Malnar, Councilmember
Julie Stiak, Trustee

Staff Present

Vicki Kettner, Risk & Safety Analyst
Lorena Sanchez, Risk & Safety Analyst
Aaron Schepler, Assistant City Attorney
Dianne Shoemake, Risk Manager
Hillary Zagara, Risk Technician

1. Call to Order

Gary Deardorff called the meeting to order at 8:35 AM.

2. Approval of November 18, 2015 Risk Management Trust Fund Board Meeting Minutes

The minutes were provided to the Trustees. Julie Stiak moved to approve the minutes as written and it was seconded by Ray Malnar. 4 Ayes, 0 Nays, motion passed.

3. Presentation of Recognition of councilmember Ray Malnar's Loyalty Oath

Dianne Shoemake reported that Councilmember Malnar was sworn in at the 11/24/15 City Council meeting. Councilmember Malnar was presented with his Loyalty Oath which was read and fully executed. No Action taken.

4. Executive Session

Dianne Shoemake advised a motion was needed to enter Executive Session. Gary Deardorff moved to enter executive session and it was seconded by Ray Malnar, all Ayes, motion passed. Mr. Schepler discussed open litigation and provided the Trustees with an update. Vicki Kettner provided an update on large property damage claims. Gary Deardorff moved to return to regular session. The motion was seconded by Ken Wixon. 4 Ayes, 0 Nays, motion passed.

5. Discussion of Actuarial Study of the Self-Insured Liability and City Property program as of December 31, 2015 extrapolated to June 30, 2016

Dianne Shoemake reported that the actuary, Aon Risk Solutions, completed the actuarial analysis of the Risk Management Trust Fund Liability Program and the Self-Insured Property Program. Both reports were discussed. No action taken.

6. Discussion of Risk Management Trust Fund Fiscal Year 2015/16 Revenue and Expenses

Dianne Shoemake presented the total revenues and expenses for the FY 2015/16 as of April 15, 2016. No action taken.

7. Request for Proposal and Award for Property and Casualty Brokerage Services and Safety/Loss Control Consulting (RFP 16-41)

Dianne Shoemake presented the evaluation panel analysis and results of RFP16-41. Julie Stiak moved to approve and recommend City Council enter into a contract with Alliant Insurance Services, Inc. from July 1, 2016 through July 1, 2021 for insurance brokerage and safety/loss control consulting services not to exceed \$639,000. 4 Ayes, 0 Nays, Motion passed.

8. Review and Approval of Fiscal Year End 2015 Risk Management Trust Fund Report to Council

Dianne Shoemake presented a draft copy of the report. Tom Duensing recommended changes to the report. Gary Deardorff made a motion to accept the report with the changes as recommended by Mr. Duensing and it was seconded by Julie Stiak. 4 Ayes, 0 Nays, Motion passed.

10. Adjournment

Gary Deardorff moved to adjourn the meeting which was seconded by Tom Duensing. The meeting was adjourned at 9:59 AM.

Submitted by:
Dianne Shoemake